

City of Elgin

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October 22, 2003

Union County Commissioners
1106 "K" Ave.
La Grande, OR 97850

Re: Transient Tax Discretionary fund grant: Elgin FBLA Project Facelift

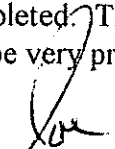
Dear Commissioners,

The FBLA parking lot paving project has been completed. By this letter I am requesting disbursement of the Discretionary Fund grant in the amount of \$2,625 payable to the City of Elgin as the project manager. This is 87.5% of the amount committed, recognizing the reduced cost of the completed project, (see attached accounting).

The original project proposed by the FBLA was the paving of the entire area surrounding the auto parts store (ref. to the enclosed map, outlined in red). However the contractor estimate for this work was in excess of \$68,000 and beyond the capacity of the FBLA and their partners. The post office had pledged \$10,000 to pave their portion of the alley, however the City was not able to get an easement for that portion of the alley (outlined in green). The post office leases this property from an absentee land lord and neither the City nor the Postal Service could get them to respond. With this deletion and deleting everything else either side of the parts store (outlined in blue), The project was then reduced to paving the back portion of the auto parts lot. This brought the project within the range of the available resources, \$18,00 to \$24,000 including in-kind contributions.

We received three bids for the work, two in line with the estimated project cost and one considerably lower. We accepted the low bid from High Desert Aggregate. Due to this bid price, we were able to add back into the project, that portion of the alley for which we had an easement. The final project scope is shown highlighted in yellow. Even with this addition we were able to complete the paving well under budget. A summary of the expenditures is attached.

The FBLA club has done an outstanding job of lining up help and contributions to get this project completed. Their work is a real benefit to the community and an accomplishment of which they can be very proud.


Joe Garlitz, Recorder/Administrator